

Minutes of the
Allen County Project Development Board Meeting
August 6, 2008

The Allen County Project Development Board (PDB) met Wednesday, August 6, 2008 in the District Courtroom of the Courthouse.

Meeting was called to order at 4:30 P.M. by Garlan Vanhook A.I.A., AOC Executive Officer for Court Facilities. Mr. Vanhook than turned the meeting over to Bobby Young, Allen County Judge Executive.

County Judge Bobby Young introduced the additional PDB Board members as follows: Gary Horne, Allen County Magistrate; Janet Crocker, Senior Circuit Judge; Frank Wakefield II, Senior District Judge; Todd B. Calvert, Circuit Court Clerk; James Secrest Sr., Kentucky Bar Association; Janet Johnson, Citizen at Large; and Mr. Vanhook. Also present for the meeting was Danny Rhodes, Project Coordinator. Absent from the meeting was Jason Nemes from AOC.

In accordance with the KY Court of Justice Rules of Administrative Procedure Part X, County Judge Bobby Young requested a motion to seat PDB Chair. Circuit Judge Janet Crocker made a motion, seconded by Janet Johnson, to nominate County Judge Bobby Young for this position. Each Board member voted, with County Judge Bobby Young abstaining. Motion passed unanimously.

County Judge Bobby Young requested a nomination for PDB Co-Chair. Circuit Court Clerk Todd Calvert made a motion to nominate Circuit Judge Janet Crocker. Magistrate Gary Horne seconded the motion. The Board voted unanimously with Circuit Judge Janet Crocker abstaining.

County Judge Bobby Young informed the Board there was no old business to discuss as this is the inaugural meeting of the PDB.

County Judge Bobby Young moved for new business.

County Judge Bobby Young informed the Board the need to hire someone to perform secretarial duties for the Board. Attorney James Secrest Sr. made a motion to hire Melba Patrick to fill this position. Circuit Judge Janet Crocker seconded the motion. Each member voted aye. Motion passed.

After discussing the duties, the Board agreed to pay Mrs. Patrick \$75.00 for attending the regular scheduled meeting and taking minutes and preparing agendas for Board members. She will also perform routine duties and services for the Board. Anything beyond these services such as any extra meetings the board may have or a routine meeting lasting over three hours will be billed separately at a rate of \$25.00 per hour and brought before the Board for approval. Magistrate Gary Horne made a motion to approve the pay schedule. Circuit Court Clerk Todd Calvert seconded the

motion. The Board voted unanimously.

County Judge Bobby Young requested a motion to approve the advertising for hiring an architect for the project. After a brief discussion the Board agreed to advertise in the local newspaper on August 14 and 21, 2008 and in a statewide newspaper on August 16 and 23, 2008. The bids would be due in the County Judge's office by September 2, 2008. Copies of the bids will be available for the Board at the September 3, 2008 regular meeting. The Board would schedule an interview session toward the end of September. Attorney James Secrest Sr. made a motion to advertise hiring an architect. Circuit Judge Janet Crocker seconded the motion. Each member voted aye. Motion passed.

County Judge Bobby Young requested a motion to approve the advertising for a financial agent for the project and also advertise for a Construction Manager. Attorney James Secrest Sr. made a motion to advertise for these positions with the same deadlines as listed for the architect. District Judge Frank Wakefield II seconded the motion. The Board voted unanimously.

Mr. Garlan Vanhook discussed some of the guidelines to follow during the project. He informed the Board of the public hearings that will need to be held regarding the site property. He discussed the budget with the Board members. He also informed the Board to schedule a goal with dates to follow as a guideline. Circuit Judge Janet Crocker requested waiting to set the dates and goals until the hiring of architect and construction manager so the Board could have their input and assistance. District Judge Frank Wakefield II made a motion to table until next meeting for further discussion. Janet Johnson seconded the motion with the Board voting unanimous.

Mr. Vanhook also mention to the Board that they will need the assistance of the Allen County Fiscal Court as the project moves forward. He stated the Fiscal Court will fund the financial obligations until bonds are sold and money becomes available to reimburse the County for any expenses they have acquired on the project.

County Judge Bobby Young requested those in attendance introduce themselves to the Board.

The Board discussed setting the regular meeting dates for the Board for the first Wednesday of each month at 4:30 P.M. in the District Courtroom. Mr. Vanhook advised the Board to place an advertisement in the local paper regarding the regular meeting schedule.

With the next meeting set for Wednesday, September 3, District Judge Frank Wakefield II made a motion to adjourn the meeting at 5:30 P.M. Magistrate Gary Horne seconded the motion. Each member voted aye. Motion passed.